

**MINUTES OF THE REGULAR MEETING OF THE  
CONSTRUCTION INDUSTRIES BOARD  
Conference Room  
2401 NW 23<sup>rd</sup> Street, Ste. 2F  
Oklahoma City, OK 73107**

**January 25<sup>th</sup>, 2023**

**CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT**

The regular meeting of the Construction Industries Board was called to order by Chair Scott Soder at approximately 1:30 p.m. on Wednesday, January 25<sup>th</sup>, 2023, in the Conference Room of the Construction Industries Board.

MEMBERS PRESENT: Tony Boevers, Larry Buxton, Keith Deaver, Todd Finley, Lupe Ibarra & Scott Soder

MEMBERS ABSENT: Jamey Mullin

CIB STAFF PRESENT: Janis Hubbard, Administrator; Stephanie Brown, Board Secretary/ Executive Assistant; Windy Nunnery, Office Manager; Debra Wojtek, Public Relations & Outreach Officer; Richard Hager, Plumbing & Roofing Supervisor; Ron Morris, Electrical Supervisor and Gary Kirk, Mechanical Supervisor

OTHERS PRESENT: Jon Dutton, Assistant Attorney General; Steve Funck and Melody Kellogg, OMES/ABS; Curtis Chambers, Okla B & T

**STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT**

This regular meeting of the Construction Industries Board, scheduled to begin at 1:30 p.m. on this 25<sup>th</sup> day of January, 2023, has been convened in accordance with the Oklahoma Open Meeting Act, Oklahoma Statutes Title 25, §§ 301 through 314.

Further, this meeting was preceded by advance public notice filed electronically with the Secretary of State specifying the time and place of the meeting here convened. The Agenda was posted and displayed in public view on the office site of the Construction Industries Board and notice of this meeting was given at least twenty-four (24) hours prior hereto. Fifty people have filed a written request for notice of meetings of this public body to date.

Read aloud this 25<sup>th</sup> day of January, 2023.

**NEW BUSINESS**

There was no new business discussed.

**PUBLIC COMMENTS**

There were no public comments.

**ADMINISTRATOR'S REPORT**

Ms. Hubbard stated that she hoped everyone had a great holiday season. She stated that staff is aware of an issue with an agenda item and that when we get to that agenda item, Jon would lead us through how to handle it since it contains an incorrect date.

Ms. Hubbard reported that since the last meeting the agency provided an Employee Appreciation lunch for all CIB employees and that she was able to thank staff for their service and dedication to CIB and its mission on behalf of the Board and herself.

Ms. Hubbard thanked Stephanie and Debra for representing the CIB in December at the Oklahoma Digital Government Summit 2022 held for state agencies.

Ms. Hubbard reported that Cabinet Secretary, Susan Winchester, was reappointed by the Governor and that the agency looks forward to continuing to work with her.

Ms. Hubbard reported that she attended the Committee of Electrical Examiners Taskforce meeting on January 12th and worked to provide a rough draft of a summary of that meeting to the attendees for their review and comment.

Ms. Hubbard reported that the remodel is nearly complete and a final completion walk through would be conducted soon. She thanked Windy for all she did to coordinate and oversee it. She then thanked Windy and Richard for finding needed furniture for the remodeled area from a sister agency to be transferred to CIB rather than having to purchase furniture.

Ms. Hubbard thanked Debra, Richard, Gary, Ron and Stan for manning the CIB's booth at the OKC Home & Garden show last weekend and stated that the Board would hear more about that event in their reports.

Ms. Hubbard concluded with recognizing and thanking Steve Funck, OMES/ABS, for his help to her and the CIB over the years. She stated that she appreciates his expertise, professionalism and that he always had a kind word for us and the agency and wished him well in his retirement.

### **FINANCIAL REPORT**

Written financial reports for the month ended December 31<sup>st</sup>, 2022, prepared by OMES/ABS were provided for review and discussion.

### **PUBLIC RELATIONS REPORT**

Ms. Wojtek reported on attending the OK Digital Summit in December.

#### **Workforce Development**

Ms. Wojtek stated that she is continuing to meet with industry groups on Workforce Development so the agency can increase collaboration and sharing of information for recruiting into the industries.

Ms. Wojtek stated that earlier this month she attended the Electrical Taskforce on the Student Electrical Intern and that she thought there was a lot of great conversation.

Ms. Wojtek stated that she has updated the CIB career brochure and created a Home Repair Tip Flyer. Ms. Wojtek stated that last week she used these new flyers at the OKC Home and Garden show. She stated that she was able to stop by and that it was great to see the CIB team in action, informing the public about licensing and career opportunities.

Ms. Wojtek stated that the Plumbing Committee voted this month to create a Taskforce on the 2nd Home Builders letter and that she was looking forward to attending those meetings as well.

Communications & Outreach

Ms. Wojtek reported that she is continuing to provide CIB information when requested about the trades and the industry to various industry groups and the public.

Ms. Wojtek reported that under the agency's website analytics, the active users for the last month was 8,962. She stated that these users had 38,123 page views. She stated that in continuing into the website analytics, in the last month the "Are They Licensed" page was the most viewed, over the home page, with 5,773 page views.

Ms. Wojtek reported that she has continued researching and producing infographics, memes and artwork to assist in the agency's communications plan.

*\*Ms. Wojtek showed a few of the recent posts on the overhead screen.*

Legislative Update

Ms. Wojtek reported that the bill filing deadline was January 19.

Ms. Wojtek stated that there were just over 3,080 bills and joint resolutions filed this year. She stated that the Senate filed over 1,130 and the House filed over 1,940.

Ms. Wojtek gave a brief summary of the legislative process and discussed the following bills:

- HB 1078 by Rep. Lutrell, would reduce the experience time to test for Plumbing Journeyman from 3 years down to 18 months.
- HB 2556 by Rep. McBride, would place OUBCC within the CIB. She stated the function of the OUBCC would remain intact but CIB would provide administrative support.
- HB 2858 by Rep. Wallace, contains clean up language to CIB's statutes.
- SB 621 by Sen. Pugh creates the Oklahoma Workforce Commission, which is very similar to Executive Order 2023-02 issued by the Governor on January 17<sup>th</sup> creating the Workforce Transformation Taskforce.
- SB 652 by Sen. Rogers exempts non-profits from the Plumbing, Electrical and Mechanical license laws.
- SB 895 by Sen. Dahm creates the Right to Earn a Living Act, which would require the CIB to conduct a comprehensive review of all occupational regulations and licenses under its purview.
- SB 895 also by Sen. Dahm would allow a private certifying organization to participate and register with the state.

Ms. Wojtek reported that there were also several bills that would remove the language that an individual would lose their license for owing taxes.

Ms. Wojtek reported that there were four bills that have CIB's sunset in them. She explained that every so many years each agency is looked at and it is deemed whether or not they should continue, and if so their sunset is continued. She reported that the CIB's is up this year.

Ms. Wojtek reported that there are several bills that would affect the agency and/or operations including Open Meeting Act and Open Records Act changes.

Ms. Wojtek stated that as always there are numerous bills that affect the industries, from Workers Comp, the public bidding process, and others and that she would continue to watch them to see which bills make it through the process.

Ms. Wojtek stated that the first deadline of session would be March 2nd where bills have to be out of their committees of origin or they will be considered dormant.

**MECHANICAL DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of December. Mr. Kirk reported on activities of the Mechanical Division since the last Board meeting.

**ELECTRICAL DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of December. Mr. Morris reported on activities of the Electrical Division since the last Board meeting.

**PLUMBING DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of December. Mr. Hager reported on activities of the Plumbing Division since the last Board meeting.

**ROOFING DIVISION REPORT**

The Board was provided a written report on written warnings, citations, complaints, renewals, and applications received and new registrations and endorsements processed during the month of December. Mr. Hager reported on the activities of the Roofing Division since the last Board meeting.

**CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED -- REVIEW AND POSSIBLE VOTE TO APPROVE ALL FINES, PENALTIES AND FEES ASSESSED AND COLLECTED ON UNCONTESTED MATTERS WHERE ADMINISTRATIVE HEARING WAS WAIVED AND FINES HAVE ALREADY BEEN PAID, AS REFLECTED ON THE MANAGEMENT STATEMENT OF ACTIVITIES BY TRADE REVOLVING FUND.**

Mr. Dutton stated that this consent agenda item is related to individuals who paid their fine and waived their right to a hearing.

MOTION BY KEITH DEAVER WITH SECOND BY TODD FINLEY TO APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARINGS WAIVED.

MOTION PASSED

Voting Aye: Tony Boevers  
Larry Buxton  
Keith Deaver  
Todd Finley  
Lupe Ibarra  
Scott Soder

Due to action taken on this item, Agenda Items 7(I) and 7(J) were not needed.

**DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD NOVEMBER 15, 2022**

Mr. Dutton stated that it was brought to his attention that the information listed in this agenda item was incorrect therefore the item should be tabled until the next meeting.

Mr. Boevers asked what the error was. Ms. Hubbard explained that the date and type of meeting listed in the agenda item were incorrect.

Mr. Boevers reiterated that the date and type of meeting in the minutes were correct, just the agenda item was incorrect.

*\* no vote was taken on this item.*

**DISCUSSION WITH POSSIBLE VOTE TO APPROVE RENEWAL OF THE PSI CONTRACT FOR TESTING SERVICES FOR THE PERIOD OF 02/16/2023 THRU 02/15/2024.**

Ms. Hubbard reported that this is the end of the first year of the PSI contract. She stated that the Board would remember that there was an RFP that was evaluated this time last year and that started the first year of the contract. She stated that this would be the first renewal of 4 optional renewal years.

Mr. Ibarra asked besides PSI what other company was an option?

Ms. Hubbard explained that while she cannot say who else is out there since we do not have an open RFP, she can say that when the agency did the RFP, PSI was the only response received to the RFP.

MOTION BY LARRY BUXTON WITH SECOND BY LUPE IBARRA TO APPROVE THE RENEWAL OF THE CONTRACT WITH PSI UNDER THE CURRENT TERMS.

MOTION PASSED

Voting Aye: Tony Boevers  
Larry Buxton  
Keith Deaver  
Todd Finley  
Lupe Ibarra  
Scott Soder

**BREAK**

At approximately 2:05 pm the meeting was recessed for a short break.

**RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK**

MEMBERS PRESENT: Tony Boevers, Larry Buxton, Keith Deaver, Todd Finley, Lupe Ibarra and Scott Soder

**Mechanical Hearing Board:**

Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Mr. Dutton noted that Scott Soder served as Chair of the Mechanical Hearing Board when Docket No. CIB-22-M-002.

Matters heard by the Mechanical Hearing Board on Docket No. CIB-22-M-002 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21881	Tyler Dennington	Contracting without a license

MOTION BY TONY BOEVERS WITH SECOND BY LARRY BUXTON TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO ELECTRICAL HEARING BOARD DOCKET CIB-22-M-002.

MOTION PASSED

Voting Aye: Tony Boevers  
Larry Buxton  
Keith Deaver  
Todd Finley  
Lupe Ibarra

Recused: Scott Soder

**Roofing Hearing Board:**

Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Mr. Dutton noted that Keith Deaver served as Chair of the Roofing Hearing Board when Docket No. CIB-22-R-001 was heard.

Matters heard by the Roofing Hearing Board on Docket No. CIB-22-R-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21566	Noriega Galvan Modesto	Contracting without registration and commercial endorsement

MOTION BY TODD FINLEY WITH SECOND BY TONY BOEVERS TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO ROOFING HEARING BOARD DOCKET CIB-22-R-001.

MOTION PASSED

Voting Aye: Tony Boevers  
Larry Buxton  
Todd Finley  
Lupe Ibarra  
Scott Soder

Recused: Keith Deaver

**ADJOURNMENT**

MOTION BY TONY BOEVERS WITH SECOND BY LUPE IBARRA TO  
ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Tony Boevers  
Larry Buxton  
Keith Deaver  
Todd Finley  
Lupe Ibarra  
Scott Soder

The meeting was adjourned at approximately 2:11 p.m.

Minutes approved in Regular Session on the 22<sup>nd</sup> day of March, 2023.

/s/ Scott Soder  
Scott Soder, Chair

/s/ Stephanie Brown  
Stephanie Brown, Board Secretary